

**BUILDINGS AND GROUND COMMITTEE MEETING  
COMMITTEE ROOM #1, ONEIDA COUNTY COURTHOUSE  
November 05, 2012 – 9:00 AM**

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**Members Present:** Chairman Billy Fried, Paul Dean, Jack Martinson and Gary Baier

**Others Present:** LuAnn Brunette, Facilities Director; Bruce Stefonek, Assistant Facilities Director; Brian Desmond, Corporation Counsel and Julie Petraitis, Recording Secretary.

**Call to Order**

Chairman Fried called the meeting to order at approximately 9:00 a.m. in Committee Room #1, 2<sup>nd</sup> Floor, Oneida County Courthouse. Mr. Fried noted that the meeting notice had been properly posted and mailed in accordance with the Wisconsin Open Meeting Law and accommodations would be made for qualified individuals pursuant to the Americans with Disabilities Act.

**Approve agenda.**

Motion by Paul Dean, second by Jack Martinson to approve the agenda with the freedom to move around at the Chairman's discretion.

**Minutes of the October 22, 2012 committee meeting.**

Motion by Jack Martinson, second by Paul Dean to approve the meeting minutes of October 22, 2012 with no additions, deletions or corrections. All ayes on voice vote. Motion carried.

**Health and Aging parking – It is anticipated that a motion will be made, seconded and approved by roll call vote to enter into closed session pursuant to Section 19.85(1)(e), "deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session."**

**Storm Water Utility Fee – It is anticipated that a motion will be made, seconded and approved by roll call vote to enter into closed session pursuant to Section 19.85 (1)(e), "deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session."**

**On Roll call vote: Dean, aye; Martinson, aye and Fried, aye.**

Return to open session. On roll call vote: Dean, aye; Martinson, aye; Baier, aye and Fried, aye.

A motion was made with regard to the Health and Aging parking. The motion will remain in closed session.

**Update on Law Enforcement Center roof/warranty issues.**

Stefonek reported that the new roof has a couple issues. Pictures were taken of the problems and Stefonek is drafting a letter to let Miron know that the roof needs to be checked out since the roof is still under warranty. The roofing company has denied any wrong doing on their behalf. There are about 4 seams and one is coming apart. The roofing company doesn't feel there is anything wrong with that seam. Stefonek feels that since the company doesn't think there is anything wrong with the roof they should extend the warranty on it. The vent curb is also defective. This, Stefonek believes, is the error of Miron Construction. He feels they should check it out. The vent could be moving with the high winds we've had in the past six months.

The Committee directed Stefonek to continue to pursue the concerns through the warranty packet issued with the new construction.

Stefonek then reported that there are also two areas of concern on the old roof. Facility Engineering sent a letter to Buildings and Grounds stating that the roof is working and they have taken care of all warranty issues with the roof. However, there is a statement in the letter stating that there could be defective materials. The contract with Facility Engineering is running out. Facility Engineering wants to know if Oneida County would like to retain them to research avenues to preserve the roof.

Stefonek will get information/costs from Facility Engineering and Jiran Construction and come back to the Committee with the information.

**Issues with Courthouse windows.**

With the last storm it was noticed that the windows on the West side of the Courthouse on the 2<sup>nd</sup> and 3<sup>rd</sup> floors have rotted frames which allows air and water to get in. There was also a window on the North side of the building that leaked water and almost leaked onto a computer. All the windows on the East side of the building leak also. Motion by Jack Martinson, second by Paul Dean to have the Department proceed with getting bids on the cost to repair/replace the windows in phases. They will also look into any grants that may be available. They will bring their information back to the Committee. With all ayes on voice vote the motion carried.

**Update on vacated first floor area in courthouse (former location of Health Department).**

Brunette reported that she and Stefonek met with Susan Burns, who is the District 9 Court Administrator. She works under Judge Nielsen. She was giving them advice on creating a Jury Ready Courtroom in that area. That eliminated space that could be used by the Land and Water Conservation / UW-Extension. Bruce has now received a letter from Judge Nielsen who wants to take a closer look at the project. His recommendation would be not to make the space a Jury Ready Courtroom but a Hearing Room. This would allow for other things to be done in that space. Bruce is going to work on that this week, as Judge Nielsen and Susan are not available this week, and wait for their response. Until they hear from the Judge and Susan they won't know how much room will be available in that area. They will keep the Committee updated.

**Bills and vouchers, blanket purchase orders and line item transfer.**

Motion by Paul Dean, second by Jack Martinson to approve the bills. All ayes on voice vote. The motion carried.

**Buildings and Grounds Construction project updates, possible change orders, cost sheets.**

**a. River Street Storage**

Brunette reported that Urban Construction has started replacing the steel panels. They are on hold right now until the windows are available. The roof, which is still under warranty, will be repaired as soon as the weather permits.

**b. Health and Aging**

There is an open house on November 13, 2012 at the Health and Aging Department.

**Non-budgeted item requests.**

There are none.

**Public Comment.**

Nobody was present.

**Items for next agenda.**

Meeting will be at the River Street storage building. They will discuss the roof and the windows if the information comes in by then.

**Meeting dates.**

November 12 and November 26, 2012.

**Adjournment.**

10:40 a.m. – Motion by Paul Dean, second by Gary Baier to adjourn the meeting. All "ayes" on voice vote. The meeting was adjourned.

  
Chairman Billy Fried

  
Julie Petraitis, Recording Secretary

